

Muhammad Arif Ali



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📍 Sharjah, United Arab Emirates

📅 30/06/1982

🚗 Pakistan, Saudi Arabia, United Arab Emirates

🚩 Pakistani

📄 PROFILE

Bringing a robust background in team leadership, operational management, and unparalleled customer service. Skilled in strategic planning and adept at solving complex problems, I focus on boosting team performance and elevating service standards. Known for cultivating a collaborative and flexible work environment.

🌐 LANGUAGES

English	● ● ● ● ●
Urdu	● ● ● ● ●
Hindi	● ● ● ● ●
Punjabi	● ● ● ● ●
Arabic	● ● ● ● ●

🔑 INTERESTS

- Books reading, playing cricket, football, badminton, swimming, climbing, physical activities etc.

🧰 PROFESSIONAL EXPERIENCE

Cold Planet Elect. Devices Tr L.L.C

Assistant Manager

06/2024 – present | Sharjah, United Arab Emirates

- Managed a team of employees to ensure efficient operations and customer service.
- Developed and implemented a cost-saving system to reduce overhead expenses.
- Participated in the planning and execution of successful marketing campaigns.
- Conducted weekly team meetings to review progress and address any issues.
- Delegated tasks and responsibilities to team members in order to maximize productivity.
- Monitored daily operations to ensure compliance with company policies and procedures.
- Developed and maintained positive relationships with clients and staff.
- Developed and implemented strategies to improve customer satisfaction and loyalty.
- Evaluated team performance and provided feedback and support to employees.

Al-Mudhilyf Municipality and Rural Affairs

Assistant Manager Warehouse

2018 – 2023 | Al Mudhilyf, Saudi Arabia

- Assist in managing the day-to-day operations of the warehouse, including inventory control, order fulfillment, shipping, and receiving.
- Oversee the handling of goods, ensuring that they are stored correctly, and monitor stock levels to avoid shortages or overstocking.
- Supervise and train warehouse staff, ensuring that they follow proper procedures and safety protocols.
- Delegate tasks to staff and monitor their performance, providing feedback and support where needed.
- Monitor inventory levels and assist in periodic stocktaking to ensure accuracy.
- Ensure all equipment (e.g., forklifts, conveyor belts) is maintained and operated safely.
- Coordinate inbound and outbound shipments to ensure on-time delivery.
- Address and resolve operational issues, such as delays, inventory discrepancies, or equipment malfunctions.
- Work with management to improve warehouse processes and workflows.

Al-Mudhilyf Municipality and Rural Affairs

Chief Supervisor

2010 – 2018 | Al- Mudhilyf, Saudi Arabia

- Supervise a group of supervisors or front line employees, providing guidance and leadership to ensure productivity and job satisfaction.

- Regularly assess team performance, conduct performance reviews, and provide constructive feedback to staff to encourage growth.
- Address any operational challenges or obstacles quickly, including equipment failure, staff shortages, or process inefficiencies.
- Ensure a continuous, smooth workflow by coordinating between different teams or departments, adjusting plans or schedules as necessary.
- Ensure the team adheres to company standards, rules and regulations.
- Identify skill gaps and offer training opportunities to enhance the capabilities of team members.

EDUCATION

Bachelor of Commerce

Punjab University Lahore

2003 – 2005 | Lahore, Pakistan

Higher Secondary School Certificate

Government College Gujranwala

2001 – 2003 | Gujranwala, Pakistan

Matriculation

Government Millat High School Gujranwala

1999 – 2001 | Gujranwala, Pakistan

SKILLS

- Strategic thinking and problem solving
- Relationship building and networking
- Effective communication and negotiation
- Team management and leadership
- Creative and innovative thinking
- Planning and motivational thinking

REFERENCES

References available upon request